

Mail Address Change Form

The Town of Saugus Operates under a quarterly billing system. The fiscal year tax bill is sent to the owner of record as of January 1. If you purchased a property after January 1, the next fiscal year bill will list the previous owner's name. In order to receive future bills at the appropriate address, please fill out this form.

Please Note:

The signature of the owner is required on the form before any change of mailing address can be authorized.

Fill out this form and return to:

Saugus Town Hall
Assessing Department
298 Central Street
Saugus, MA 01906

1.	Current Fiscal Year Owner:	<hr/>		
2.	Property Location (Address):	<hr/>		
3.	Mailing Address	<hr/>		
	City/Town	<hr/>	State:	<hr/>
			Zip:	<hr/>
4.	Phone: Home	<hr/>	Work	<hr/>
5.	Do you reside at the location of the property listed on line 2?	YES	<hr/>	NO
6.	Are you a New Owner?	Yes	<hr/>	No
			<hr/>	
	If yes, Date of purchase:	<hr/>		
7.	Signature of Requestor:	X <hr/>		
8.	(If not Owner) Relation to Owner:	<hr/>		

Town of Saugus Assessing Department

Date Rcv'd:

Reviewed By